Town Of Amherst **Proposed Organizational Chart** June 6, 2017 Draft Voters Elect Oliver Smith Jones Library School Housing Town Council Will Elector Authority Committee Trustees confirms **Appoints Appoints** Appoints **Appoints** Executive Clerk of the confirms **Planning** Superintendent Library ZBA Manager Director Board Council Director Appoints Department Boards/ Heads Committees • Finance Director • Conservation and Planning Director • Town Clerk • Fire Chief Design Review Board Conservation HR Director Police Chief Commission CPAC • Public Health Director • Superintendent of Public Works Personnel Board • Board of Assessors • Sr. Center Director IT Director • LSSE Commission Redevelopment LSSE Director • Facilities Director • Council on Aging Authority • Human Rights Director/Disabilities • Community Services • Housing Authority -• Board of Health Director **Access Coordinator** Tenant Historical Commission • Veterans' Agent • Etc.

Current Charter Commission Draft Charter Proposal

Legislative Branch (7-2 Charter Commission Vote)

- o 13 member Town Council
 - 3 at-large; 10 ward—2 from each of 5 wards (each ward = 2 precincts)
 - 2 year terms for all Councilors
 - Exercises policy leadership and legislative powers of the Town
 - Appoints Manager, Planning Board, and ZBA
- Reasons for both at-large and ward councilors

At-large can focus on representing the views of the entire town, not just a small area; Ward reps can focus on engaging with residents of their ward, and make sure that concerns about matters that might have an effect on 1 or 2 wards will still be represented on the council

Executive Branch (7-2 Charter Commission Vote)

- Manager
 - Executive in charge of implementing Town Council policy and day-to-day operations
 - Appoints Department Heads, all boards and commissions, Redevelopment Authority
 - State of the Town Address, annually (with Council President)
- o Community Participation Officer
- Reasons for Manager

Professional management; hired on the basis of expertise; less variation than mayor; known quantity

Administrative Organization

- Master Plan
 - Adopted by Town Council as foundation for planning/zoning discussions
 - Creation requires resident participation from the outset
- Planning Board reduced to 7 members
- o Board of License Commissioners
- o Redevelopment Authority appointed, not elected

School Committee and Other Elected Offices

- School Committee stays 5 members; term reduced to 2 years
- Library Trustees stays 6 members; term reduced to 2 years
- Housing Authority—change to 3 elected (from 4), with 1 tenant member appointed; terms reduced to 4 years
- Oliver Smith Will Elector term increased to 2 years

Finance and Fiscal Procedures

- Retain Budget Coordinating Group and Joint Capital Planning Committee
- Considering participatory budgeting residents suggest and vote on projects to fund through the capital budget

Elections

- Moved to November (from March) and held every two years, between President and Governor elections
- Runoff elections or ranked-choice voting to ensure majority vote for elected officials

Resident Participation Opportunities and other Relief Mechanisms

- o Public forums on budget, master plan, and schools, annually
- o Ward meetings with councilors, at least 2 per year
- o Citizen petition request consideration by Council
- Citizen initiative require consideration by Council, and if rejected, the voters
- Citizen veto citizen overrule of Council action
- Citizen recall of elected officials